

# Office of the City Attorney

Richard Doyle, City Attorney

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**T**he Office of the City Attorney is committed to providing excellent legal services, consistent with the highest professional and ethical standards, to the City and Redevelopment Agency, with the goal of protecting and advancing their interests in serving the people of San José.

## *City Service Area*

### **Strategic Support**

### *Core Services*

#### **Legal Representation**

Advocate, defend, and prosecute on behalf of the City and Redevelopment Agency's interests

#### **Legal Transactions**

Provide oral and written advice on legal issues and prepare documents to implement official City and Redevelopment Agency actions

**Strategic Support:** Office Management and Analysis, Fiscal Control/Budget Preparation, Personnel Administration/Human Resources, Computer Network Management, Facility Management, Records and File Maintenance, Law Library Maintenance, and Overall Contract Administration

# Office of the City Attorney

## Department Budget Summary

	2004-2005 Actual 1	2005-2006 Adopted 2	2006-2007 Forecast 3	2006-2007 Adopted 4	% Change (2 to 4)
<b>Dollars by Core Service</b>					
Legal Representation	\$ 5,619,302	\$ 6,646,533	\$ 7,015,670	\$ 7,027,246	5.7%
Legal Transactions	5,194,044	5,491,310	6,238,948	6,223,170	13.3%
Strategic Support	1,425,003	1,412,014	1,484,607	1,484,607	5.1%
<b>Total</b>	<b>\$ 12,238,349</b>	<b>\$ 13,549,857</b>	<b>\$ 14,739,225</b>	<b>\$ 14,735,023</b>	<b>8.7%</b>
<b>Dollars by Category</b>					
Personal Services					
Salaries/Benefits	\$ 10,942,793	\$ 12,318,383	\$ 13,506,966	\$ 13,604,071	10.4%
Overtime	0	33,640	35,425	35,425	5.3%
<b>Subtotal</b>	<b>\$ 10,942,793</b>	<b>\$ 12,352,023</b>	<b>\$ 13,542,391</b>	<b>\$ 13,639,496</b>	<b>10.4%</b>
Non-Personal/Equipment	1,295,556	1,197,834	1,196,834	1,095,527	(8.5%)
<b>Total</b>	<b>\$ 12,238,349</b>	<b>\$ 13,549,857</b>	<b>\$ 14,739,225</b>	<b>\$ 14,735,023</b>	<b>8.7%</b>
<b>Dollars by Fund</b>					
General Fund	\$ 10,707,539	\$ 11,694,252	\$ 12,746,129	\$ 12,741,927	9.0%
Airport Maint & Opers	556,984	593,279	625,443	625,443	5.4%
Home Invest Partnership	40,773	47,204	8,090	8,090	(82.9%)
Low/Mod Housing	463,554	521,981	608,516	608,516	16.6%
Sewer Svc & Use Charge	366,688	378,077	408,503	408,503	8.0%
SJ/SC Treatment Plant Oper	102,811	104,453	98,928	98,928	(5.3%)
Workforce Investment Act	0	210,611	243,616	243,616	15.7%
<b>Total</b>	<b>\$ 12,238,349</b>	<b>\$ 13,549,857</b>	<b>\$ 14,739,225</b>	<b>\$ 14,735,023</b>	<b>8.7%</b>
<b>Authorized Positions</b>	<b>91.62</b>	<b>96.62</b>	<b>96.62</b>	<b>97.62</b>	<b>1.0%</b>

# Office of the City Attorney

## Budget Reconciliation

(2005-2006 Adopted to 2006-2007 Adopted)

	Positions	All Funds (\$)	General Fund (\$)
Prior Year Budget (2005-2006):	96.62	13,549,857	11,694,252
<b>Base Adjustments</b>			
<b>Technical Adjustments to Costs of Ongoing Activities</b>			
• Salary/benefit changes and the following position reallocations:		892,928	755,437
- 5.0 Deputy City Attorney to 5.0 Sr. Deputy City Attorney			
- Office Specialist II to Senior Account Clerk			
• Restoration of one-time savings: Temporary Attorney And Administrative Support Staffing Reduction		297,440	297,440
• Changes in vehicle maintenance and operations costs		(1,000)	(1,000)
Technical Adjustments Subtotal:	0.00	1,189,368	1,051,877
2006-2007 Forecast Base Budget:	96.62	14,739,225	12,746,129
<b>Investments/Budget Proposals Approved</b>			
<b>Legal Representation</b>			
<b>Strategic Support CSA</b>			
- Attorney's Office Non-Personal/Equipment Efficiencies		(101,307)	(101,307)
- Temporary Attorney Administrative Support Staffing Reduction		(63,117)	(63,117)
- Public Records Act/Ethics Attorney Staffing	1.00	176,000	176,000
Legal Representation Subtotal:	1.00	11,576	11,576
<b>Legal Transactions</b>			
<b>Strategic Support CSA</b>			
- Temporary Attorney Administrative Support Staffing Reduction		(15,778)	(15,778)
Legal Transactions Subtotal:	0.00	(15,778)	(15,778)
Total Investment/Budget Proposals Approved	1.00	(4,202)	(4,202)
2006-2007 Adopted Budget Total	97.62	14,735,023	12,741,927

## Office of the City Attorney

### Departmental Position Detail

Position	2005-2006 Adopted	2006-2007 Adopted	Change
Accounting Technician	1.00	1.00	-
Assistant City Attorney	2.00	2.00	-
Associate Deputy City Attorney	2.00	2.00	-
Chief Deputy City Attorney	3.00	3.00	-
Chief Trial Attorney	1.00	1.00	-
City Attorney	1.00	1.00	-
Deputy City Attorney	16.00	11.00	(5.00)
Legal Administrative Assistant*	17.00	17.00	-
Legal Analyst II*	14.00	14.00	-
Legal Services Administrator	1.00	1.00	-
Legal Services Manager	1.00	1.00	-
Network Engineer	1.00	1.00	-
Office Specialist II	3.00	2.00	(1.00)
Police Officer	2.00	2.00	-
Police Sergeant	1.00	1.00	-
Research Attorney PT	0.62	0.62	-
Senior Account Clerk	0.00	1.00	1.00
Senior Deputy City Attorney	26.00	32.00	6.00
Senior Legal Analyst	4.00	4.00	-
<b>Total Positions</b>	<b>96.62</b>	<b>97.62</b>	<b>1.00</b>

\* 1.0 Legal Administrative Assistant position was defunded and frozen for 2005-2006.